

Constellation Schools: Parma Community  
Board Meeting Minutes  
Thursday, March 24, 2022  
Constellation Schools – Administrative Offices, Parma, Ohio

**I. Roll Call**

Chad Carr called the meeting to order at 6:00 p.m. with the following members present: John Noga, Jerry Bednar, Leo Tischer and Bert Butts. Absent: Michele Norman.

School Staff present: Bob Klinar, David Kassel, William Bogan, Ciara Gaspar, Jade Woodson, Todd Luecke, and Eric Butler.

ACCEL Schools LLC present: Chad Carr, Sarah O'Bryan, Mary Beth Oko, Debbie Piazza, Christine Garten, Brittney Lester, Laura Lukich, Brian Preseren, Garrick Lukich and Lisa Vinarcik.

Sponsor representative: Joyce Lewis

Financial Services: David Massa, Massa Financial Solutions LLC

**II. Adoption of Agenda**

The agenda was adopted as presented.

**III. Approval of Minutes**

**Approval of Minutes – February 18, 2022**

**PC-2022-03-01**

A motion was made by Leo Tischer, and was seconded by Bert Butts, approving the minutes of February 18, 2022 as presented.

All board members concurred

Motion Carried

**IV. Principal Report**

Enrollment for school year 2021/2022 is 1,127. Re-enrollment for 2022/2023 is 826.

**V. Committee Reports**

The LPDC March 2, 2022 Minutes were made available to the board members.

**VI. Education Services**

**Education Program Coordinator**

Debbie Piazza request board approval for a Tutoring Request and a Supplemental Request.

**Tutoring Request**

**PC-2022-03-02**

A motion was made by Jerry Bednar, and was seconded by Bert Butts, approving the Tutoring Request, as presented (see attached).

All board members concurred

Motion Carried

**Supplemental Request**

**PC-2022-03-03**

A motion was made by John Noga, and was seconded by Leo Tischer, approving the Supplemental Request, as presented (see attached).

All board members concurred

Motion Carried

**Curriculum & Instruction Program Coordinator**

No report.

**VII. Student Services**

**Special Education Program Coordinator**

Special Education numbers were made available to the board members. Board approval was requested to Ratify the Birch Agency Agreement. Board approval was request to ratify the Education Alternatives Service Agreement.

**Ratify Birch Agency Agreement**

**PC-2022-03-04**

A motion was made by Bert Butts, and was seconded by John Noga, approving to Ratify the Birch Agency Agreement, as presented (see attached).

All board members concurred

Motion Carried

**Ratify Education Alternatives Service Agreement**

**PC-2022-03-05**

A motion was made by Jerry Bednar, and was seconded by Bert Butts, approving to Ratify the Education Alternatives Service Agreement, as presented (see attached).

All board members concurred

Motion Carried

**Support Services Program Coordinator**

No report.

**School Nurse Program Coordinator**

No report.

**VIII. Technology Report**

No report.

**IX. Human Resources Report**

Sarah O'Bryan requested board approval for Personnel Actions. Resignations and Separations were presented as information only. Board approval was requested for the Revision of the 2022/2023 Employment Contracts for Faculty, Daily Substitute Teachers, Building Leaders and Statement of Compensation. Board approval was requested for the Longevity Bonus.

**Personnel Actions**

**PC-2022-03-06**

A motion was made by Leo Tischer, and was seconded by Bert Butts, approving the Personnel Actions, as presented (see attached).

All board members concurred

Motion Carried

**Ratify Employment Contracts for Faculty, Daily Substitute Teachers,  
Building Leaders and Statement of Compensation**

**PC-2022-03-07**

A motion was made by Bert Butts, and was seconded by Leo Tischer, approving Ratifying the Employment Contracts for Faculty, Daily Substitute Teachers, Building Leaders and Statement of Compensation for the 2022/2023 school year, as presented (see attached).

All board members concurred

Motion Carried

**Longevity Bonus**

**PC-2022-03-08**

A motion was made by Jerry Bednar, and was seconded by John Noga, approving the Longevity Bonus, as presented (see attached).

All board members concurred

Motion Carried

**X. Facilities Manager Report**

Garrick requested board approval to ratify the renewal agreement with Road Runner Trash Removal.

**Ratify Road Runner Trash Removal Contract**

**PC-2022-03-09**

A motion was made by Bert Butts, and was seconded by Leo Tischer, approving to Ratify the Road Runner Trash Removal Agreement, as presented (see attached).  
All board members concurred  
Motion Carried

**XI. Business and Safety Manager Report**

No report.

**XII. Marketing Report**

Highlights/Activities Report was made available to the board members.

**XIII. Treasurer Report**

Dave Massa requested board approval for the February, 2022 Financial Reports.

**February, 2022 Financial Reports**

**PC-2022-03-10**

A motion was made by Leo Tischer, and was seconded by Bert Butts, approving the February, 2022 Financial Reports, as presented (see attached).  
All board members concurred  
Motion Carried

**XIV. Superintendent Report**

Sarah requested that the board members acknowledge they reviewed the Superintendent Residency Verification Report.

**Acknowledgment of Superintendent Residency Verification Report**

John Noga, Jerry Bednar, Bert Butts, and Leo Tischer acknowledged they reviewed the Superintendent Residency Verification Report.

**XV. Sponsor Update**

Joyce Lewis, Educational Service Center of Lake Erie West Regional Technical Assistance Educators provided the following updates per the Governing Authority Report:

Month: March, 2022  
General Updates:

On 1/9/21, Governor Mike DeWine signed a set of laws strengthening dyslexia support for Ohio’s children. This new support law establishes dyslexia screening measures, professional development requirements, a certification process for certain teachers, and the creation of the Ohio Dyslexia Committee. Once the final Guidebook is released, the ESC will be offering multiple trainings and office hours to support our schools in the implementation of the new requirements.

As a reminder, the Five-Year Forecast Update is due in Epicenter by April 30th. Although approved meeting minutes/resolution are not collected by ESCLEW/ODE, the forecast must be board approved prior to submission.

All of the February site visits were marked compliant. During this month’s site visits I will discuss the climate and culture of the building, the state testing schedule and preparation, and I will be doing classroom observations.

Our Financial Consultant Linda Moye holds a monthly phone meeting with the school’s treasurer, a completed report of this meeting is emailed to all board members. At this time, there were no red flags discussed. If you have any questions regarding your school’s financials, we encourage you to reach out to your treasurer.

Currently you have you satisfied # 1, and # 3.

Members of the Board will collectively participate in at least 3 of the following activities:

1. Visit the school or observe a series of virtual lessons while classes are in session;
2. Attend a school event or participate in a virtual school event (I.e. field trip, professional development, graduation, promotion, opening convocation, motivational speaker);
3. Attend in person, virtually, or conference call a sponsor visit to the school;
4. Serve on a committee related to the school (I.e. professional development, LPDC, finance, scholarship, golf event, holiday committee);
5. Attend in person or virtually a regional, state, or national conference related to school choice or charter schools (I.e. National Charter School conference)

**Evidence on progress of making the goals is listed above by school.**

Making Progress

**XVI. Public Comment**

No report.

**New Business**

No report.

**Adjourn**

A motion was made by Bert Butts, and was seconded by Leo Tischer, to adjourn.

All board members concurred

Motion Carried: 6:13 p.m.

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President

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Secretary